



## MECKLENBURG COUNTY IS SEEKING A STRATEGIC PLANNING & EVALUATION ANALYST

# CANDIDATE PROFILE

Are you a strategic thinker and a visionary? Do you like consulting with leaders, department directors and non-profit organizations on how to best move from vision to action? Mecklenburg County is seeking a dynamic individual to join the nationally recognized Strategic Planning & Evaluation team within the County Manager's Office. The team's practices around strategic planning, program evaluation and performance management have been award winning and are often sought by others for their innovative approach.

Shaping the future of the County is the focus of the Strategic Planning & Evaluation analyst where each analyst has the

opportunity to work on numerous projects that enhance the overall efficiency and effectiveness of County programs and services. The individual will consult with key stakeholders, leaders and employees in the organization on how to best measure success and work to strategically align services to meet the needs of the more than 1million residents in Mecklenburg County.

Make no mistake this is a position that has a diverse portfolio of work, but allows for a healthy balance of work and life. In addition to the multi-faceted projects, the office invests in its employees by offering an allotment of funds towards training and professional

development opportunities locally and nationally.

We invest in our most valuable asset! The candidate can also take advantage of the County's free educational courses that provide the most up-to-date knowledge on leadership practices, team building and team development, and supervisory skills.

Mecklenburg County embraces a culture of diversity and inclusion for all! With more than a billion dollar (+) organization with over 5,000 employees, is led by a County Manager that is recognized and well respected by the community and governing body. Come join our winning team, today!



# JOB SUMMARY

»» Perform a wide variety of complex, diverse and advanced level professional and technical duties in support of the County's strategic planning efforts, and organization-wide program evaluations.

»» Assist County departments with program evaluation, strategic planning and in the establishment of County-wide goals and objectives.

»» Lead and/or serve on teams

»» Participate in research and analysis projects to develop sustainable, repeatable and quantifiable performance measures

»» Assist in the development of strategic business plans

»» Conduct evaluations of County programs and services; and assist with survey design and analysis of survey and performance data

»» The incumbent will have knowledge of project management and research principles and resources.

»» The incumbent will work closely with the Director of Strategic Planning and Evaluation

»» Strategic Planning & Evaluation Analyst may assist the Budget team with the County's operating budget process.



# QUALIFICATIONS

## Here is what you'll need to join our team!

»» Bachelor's degree in business administration, public administration or closely related discipline

»» Three years of experience in one of the following areas: strategic planning, program evaluation, and performance management.

»» Master's degree in business administration, public administration, economics, or closely related field with major course work in an analytical discipline, preferred.

»» Proficiency in Microsoft Office products is required.

»» Proficiency in statistical analysis software (e.g., SAS or SPSS) is a plus.

»» Ability to successfully work on multiple tasks within a team atmosphere

»» Possess effective oral and written communication with all levels of the organization

»» Have an ability to set priorities, manage multiple projects and meet deadlines.

»» A high attention to detail is a must.

»» Experience in government/public sector is strongly preferred.





# COMPENSATION & BENEFITS

A competitive salary based on experience will be offered for the Strategic Planning & Evaluation Analyst position with generous benefits. Benefits include medical, dental, vision care, flexible spending accounts, short- and long-term disability as well as basic and supplemental term life insurance. In addition, the selected candidate will be automatically enrolled into the North Carolina Local Government Retirement System upon their employment. In addition, there is optional participation in one of two deferred compensation plans, a 457 Plan or 401(k) Plan, with a 5% match from the County.



# APPLICATION & SELECTION PROCESS



Qualified candidates please submit your resume online by visiting our website at <http://charmeck.org/mecklenburg/county/HR/Pages/ApplyOnline.aspx>

Resumes will be screened in relation to the criteria outlined in this brochure. Selected candidates will be invited for an interview.

**For more information, please contact:**

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**Mecklenburg County Is an Equal Opportunity Employer  
and Values Diversity At All Levels  
Of Its Workforce.**

Visit the Mecklenburg County's web site at:  
[MecklenburgCountyNC.gov](http://MecklenburgCountyNC.gov)

